

Exhibit A

Field	Applicable Record Types	Notes
BEGBATES	All	
ENDBATES	All	
BEGATTACH	All	Describes range of related documents from email/attachment family or reflects logical document boundaries from scanned docs.
ENDATTACH	All	
CUSTODIAN	All	
ALL CUSTODIANS	All	To the extent feasible, multiple values to account for deduplication.
FILE NAME	All, except for Email	
FILE PATH	All	Original file path only, if available
ALL FILE PATHS	All	Multiple values to account for deduplication.
EMAIL FOLDER	All	Folder structure within the email mailbox
ALL EMAIL FOLDER	All	Multiple values to account for deduplication
FILE SIZE	All	
FILE EXTENSION	All	
TIME SENT	Email	
SENT DATE	Email	
DATE RECEIVED	Email	
TIME RECEIVED	Email	
DATE CREATED	All, except for Email	This is a single date-time field
DATE MODIFIED	All, except for Email	This is a single date-time field
LAST MODIFIED DATE	All, except for Email	This is a single date-time field
TITLE	All, except for Email	
SUBJECT	Email	
AUTHOR	Email and, to the extent available, all other record types	
FROM	Email and, to the extent available, all other record types	

RECIPIENT/TO	Email	
CC	Email	
BCC	Email	
MD5 HASH	All	
TEXTLINK	All	Printed or extracted text for e-mail and e-docs, OCR for scanned docs.
NATIVELINK	All (as applicable)	Provide link to native file, as applicable
CONFIDENTIAL	All	Confidentiality designation